DDC-TO   December 16, 1999
Operating Procedures

SUBJECT: Quantitative Location Reconciliation DZB Reject Transactions

I. BACKGROUND: Quantitative Location Reconciliation (QLR) is the process used to reconcile balances with the Integrated Material Manager and Owners of all material in storage. They occur on the second Tuesday of each month. The DLA Managers rotate which depots they reconcile with monthly allowing quarterly reconciliation with all depots. The Services special is not as uniform, however, reconciliation can be coordinated to be processed any time. DDC-TO will be controlling the Table & Control Files for all depots for the reconciliation process.

Program P7AM controls the reconciliation process and provides individual transitions impacting balances for an established number of days as history and a balance record. In addition a record is that that identifies the number of total records sent. The first step in the Manager/Owner process is to validate that they received all the records. If they did not then the entire QLR will reject and a request will be made to retransmit. Once all the records are received then the Manager/Owner will begin the reconciliation process.   The transactions are used for research should the balance not match. In addition the Manager/Owner can request additional history in an attempt to find the cause of the imbalance or request an inventory. Most of this is invisible to the daily DSS user.

When the QLR is run, the date it ran is posted to the AMCL8A Table. After the ICP accepts the reconciliation, another date is entered onto the AMCL8A table showing the date it was accepted. Dates will remain until the next reconciliation.

II. PURPOSE: During the reconciliation process the Managers/Owners will advise DSS when their system does not agree with DSS record for Manager RIC, Owner RIC, correct FSC or NSN, active/deleted status of NSN, and all the Item Data catalog information such as shelf-life code. Two Document Identifier Code transactions are used: DZG and DZB. The primary transaction being addressed in this memorandum is the DZB. The DZB is received by DSS as a result of the QLR, End-of-Day processing, e.g., balance affecting transactions, or as a result of confirming a receipt with invalid data. DSS may process the record and provide memo notice through various reports or it may pass an inquiry to DLIS automatically. Regardless, DSS does not update the Owner record. This operating procedure outlines action required to ensure the rejects from the Managers/Owners are processed or reviewed and that corrective action is completed. There are incorrect records being sent by Managers/Owners and this procedure will assist in identifying those records and provide you a valid process to report these errors.

III. PROCEDURES:

1. DLIS is the only approved source for item data for valid NSNs.   For the time being,
    Local stock numbers still require data update from individual Services.   An inquiry
    can be done on-line by typing "MZY" for super user, logon, and select the DLSC
    Battlecreek Menu or in lieu of using super user, typing in Session ID. When DSS and
    DLIS match and the Manager/Owner does not match then provide the information to
    DDC-TO.   DDC will be collecting all the NSNs from all depots and coordinating
    with DLSC and the Managers to get corrections made.

2. Before DSS will process a DZB a check is made of QBL Header-Record for
    Manager of Record. If the Manager on DSS equals the Routing Identifier of the
    Manager/Owner sending the DZB reject then the ITEM DATA information is
    overlaid on the DSS QBL Header-Record only. If it does not agree, an inquiry is sent
    to DLIS to validate information. In both cases the transaction is then posted to an
    item data report, that must to be worked by depot personnel.

3. The DZB rejects contain an Item Data Correction Code that identifies the data
    element that did not match the Manager/Owner record. The list below is provided in
    the priority sequence that they should be worked. This will allow depots to allocate
    resources to the data elements that impact our ability to fulfill immediate mission
    requirements. Correction/Change Codes for Storage Item Records available by
    definition in DoD 4000.25-2-M (MILSTAMP). IDCs and the reports that the DZB is
    visible on are listed below in recommended priority sequence for review.

Pri	Data Element	IDC	Element Changed Notice	Reject Report	Other Reports
1	Incorrect QBO Rec/DZH/DZK	DSS		P7AM	
2	Unit of Issue	5	R7BS	R7BR R7BS	R7BP-change made R7BU-change pending R7BX-future date
3	Multiple Changes	6	R7BS	R7BS	others as listed for IDC
4	Shelf-Life	3	R7BS R7BN	R7BS	
5	Controlled Item Inventory Code	4	R7BS R7BM	R7BS	
6	NSN/NIIN/FSC Change	2	R7BS	RJ3H R7BS	R7BO–NSN change made (no FSC/NIIN)
7	Consolidation of NSNs	1	R7BS	RJ3H R7BS	R7BO-change made
8	NSN Change (may be CIT)	9	R7BS	RJ3H R7BS	R7BO-change made
9	Manager Change	Y	R7BS	R7BS	
10	New or Reinstated NSN	Z	R7BS	R7BI R7BS	
11	Demilitarization Code Change	7	R7BS	R7BS	
12	NSN Deleted, no replacement	8	R7BS	R7BQ R7BS	
13	Logistics Research			R7BS	R7BK

4. The information necessary for depot research and processing is available on CA-Dispatch. CA Dispatch data is only retained for 5 days. Print out reports each day and track completion. Once each item has been researched, corrections completed or DDC notified of problem error then report should be filed by month for research purposes. To access CA-Dispatch, type "MZY", logon, select CA Dispatch (appropriate Session ID) or type appropriate Session ID.

Report	Title	
R7BF	RESEARCH DEPOT TRANS REPT (Negative Replies from DLSC)	DLSC is old name for DLIS/FLIS. DLIS negative response (No record)
R7BG	MOWASP TRANSACTIONS REJECTED (DLSC ASSOCIATED PART NUMBERS/NSNS)	MOWASP/DLSC are old names for DLIS/FLIS. DLIS Notice that P/N has valid NSN.
R7BH	DICOMSS REPORT	Commissary (food) Report
R7BI	MOWASP DEMAND TO PRIME (REQUESTED STOCK NUMBER REINSTATEMENT LISTING)	MOWASP is ld name for DLIS/FLIS . DLIS or Local Notice that NSN reinstated
R7BK	LOGISTICS RESEARCH REPORT	Notice that DLIS inquiry sent in response to insufficient header data, i.e., new PMR/QBH build.
R7BM	CIIC REPORT	DZB, DLIS & Local changes
R7BN	SHELF LIFE CHANGE LIST	DZB, DLIS & Local changes
R7BO	STOCK NUMBER CHANGES	DZB, DLIS & Local changes
RJ3H	NSN/NIIN/FSC CHANGE	DZB, DLIS & Local changes
R7BP	UNIT OF ISSUE CHANGES	DZB, DLIS & Local changes
R7BQ	NSN DELETE REJECT	DZB & Local request not completed
R7BR	INVALID UNIT OF ISSUE CHANGE	DZB & Local request not completed
R7BS	STORAGE ITEM DATA CORRECTION	Lists all changes made by DSS and those that DZB RIC not equal to DSS Mngr. And all rejects to other reports. Note: DLIS and Local updates do not go on this report but do go to the other applicable reports.
R7BU	PENDING UI CHANGES	DZB, DLIS local request to chg
R7BX	FUTURE UI CHANGE REPT	DZB request for future chg
P7AM	INCORRECT QBO REC/DZH DZK TRANS	Internal Notice of Missing Data in DSS – work this and you won't get DZB errors (see # 21 below).
C7AMBK	Successful MADS Exit Report (C7ALBK access path)	Individual Transactions
C7APBK	MADS Daily Count Report	Total Counts

Note: Reports are unique to a specific day and generated as a result of balance affecting transactions, end of day processing, catalog change notices from DLIS, and most significantly, the QLR (following week). The information is not duplicated on any other day which necessitates the depot printing one for each DSS processing day before the five day purge. Therefore, it is paramount that resources be committed, at a minimum, to having the reports printed for future research. The path (ADP logon / access) for accessing this system can be obtained through the depot systems analysts or by contacting DDC-TO. Once within CA-Dispatch, at the Command line, type "L" for locate, space, site code, and report number, e.g., L S2R7BF.

IV. DETAILED PROCEDURES Based on Remarks in R7BS and For DZB Data on Other Reports: The following detailed procedures provide specific tasks for processing DZB rejects on the various reports available through DSS CA Dispatch. The R7BS report has a "REMARKS" field which assists in identifying the status of the reject and action required. The most important factor is: Was the reject initiated by the Manager of record? Only the Manager of Record may change Item Data and only by changing DLIS. Rejects may be listed on separate reports as shown above however we have discussed how to work some of them as we discuss the action for R7BS based on the "Remarks". Additional detail on working the other reports is provided in section V. below.

The second most important factor is the DSS will not update Owner records through a DZB process. Therefore each and every transaction must consider if the owner balance is suspect. If the DZB did not come from the Manager then there is even more chance that the owner record needs correction. Research which confirms an appropriate change to the owner balance must follow the guidelines described in DLAI 4140.69, January 1999, Causative Research Instruction.

-   If the reject was not from the Manager as shown on DSS then, DSS sends an inquiry to DLIS. If DLIS is not aware of the change then DSS may not make the change. Notify DDC-TO if you find these errors.

-   If the reject was from the Manager as shown on DSS then DSS will make the change, without validating Manager with DLIS. If you find that elements are changing then the Manager's record and DLIS may not match. If you suspect this situation please contact DDC-TO.

-   If you do not have a record and need to inquire DLIS: Check to see if you have a detail record. If yes, visit the bin-face and obtain as much information as possible. You should be able to find U/I, Weight, cube and with the assistance of a surveillance inspector may find shelf-life information and other data elements. The DLA Customer Service Handbook will provide the common Manager for the FSC or you may use the LOG/RUN inquiry. If you do build a record, ensure you inquire DLIS and follow-up to validate that DLIS agrees. If you had a detailed record it may need to be corrected based on the DLIS response.

Any noticeable repetition of errors of DZB rejects should be forwarded to DDC-TO.

DZB REJECT REMARKS AS SHOWN ON R7BS REPORT

1. Manager RIC not equal to QBH RIC: DZB data may be found on the various reports and for all IDCs.
This means the Owner/manager creating the DZB is not the Manager recorded on DSS. DSS will automatically generate an inquiry to DLIS by batch. Depot will verify QBH has received data from DLIS /Data Furnished by Code (DFC) "D" by using Action Code (I) on R7AB QBL Header Maintenance Program. If Data Furnished Code is other than "D", request DLIS inquiry again using Action Code (F) on R7AB. If code reverts to "D", check if data element in question updated to that shown on the DZB.

If yes, This means DLIS agrees with the change. Now check Owner record and make changes as necessary.

If no, notify DDC-TO and provide NSN, RIC on DZB and data attempting to be changed.

2. Non Numeric Effective Date: DZB data may be found on any of the various reports and for all IDCs.
Depot will process action code F, "FIND", for NSN on R7AB. Recheck validity of Data Element that the DZB is attempting to correct/change. Now check Owner record and make changes as necessary.

Apprise DDC-TO of any NSNs reflecting non-numeric effective date. This is a systems error that we need to get corrected.

3. NSN Changed / NSN Created / NIIN Changed / FSC Changed: DZB data will also appear on reports R7BO, RJ3H for IDCs 1,2, & 9. This means that the DZB was created by the Manager recorded in DSS.
- Depot will process Action Code (F) R7AB for new NSN. If DFC = "D".   Recheck QBL Header to verify both **Old** and **New** NSN pointers in place and to validate that the Manager is correct, and that all QBLs have moved under the new header. Now check Owner records and make changes as necessary.
- If DLIS does not reflect the same NSN/FSC/NIIN change or if IDC is "9"contact DDC. Indicates potential Log Transfer. DDC wants a to monitor to ensure DZC updates, or if DLIS also updates Manager contact DDC.

4. STK-ITM-CD X, Cannot Update: DZB data may be found on any of the various reports and for all IDCs. primarily IDC 1,2, & 9.
This is reflecting that the NSN is no longer valid in DSS.
- Depot will verify if NSN change is valid with DLIS. Inquire QBH. Header for Old NSN should show point (NEW) NSN with stock item code "X". QBH for new NSN will reflect point old NSN.
- There should never be an owner balance with an OLD NSN for STK-ITM-CD X. Check Owner balances and correct as appropriate using DLAI 4140.69 guidelines.
- If DLIS does not reflect the item as invalid, contact DDC.

5. Not Updated / No QBH Record : DZB data may be found on any of the various
reports and for all IDCs.
Depot will inquire QBL detail record. If QBL and quantity exist, establish QBL Header.
Research depot transaction/location histories for cause and effect of header record
deletion/owner balance deletion. Process inventory adjustment gain or receipt to
establish an owner balance in accordance with guidelines in DLAI 4140.69.

DSS sent in transactions that resulted in the DZB. Therefore, if no detail exists, need to
research transaction/location histories for cause of record loss. If no reason can be
established, contact DDC-TO.

6. No New NSN for Transaction: Will appear only on R7BS for 1,2, & 9.   This report
reflects instances when DZB was not properly filled out by system creating the DZB.
NSN change requested without New NSN being reflected, or NIIN of new NSN reflected
without new FSC. Depot will process an "F" R7AB for "old" NSN. Recheck for validity
of NSN change on R7BO or RJ3H on next day.

In all instances contact DDC-TO for DZBs with missing "change to" NSN, incomplete
NSNs (NIIN), invalid FSCs or IDC "9".   This is a systems error that needs to be
corrected.

7. Shelf-Life Not Changed / No QBH: DZB will only appear on report R7BS(IDC 3).
Depot will inquire QBL detail record. If QBL and quantity exist, establish QBL Header.
DSS sent in transactions that resulted in the DZB. Therefore, if no detail exists, need to
research transaction/location histories for cause of record loss. If no reason can be
established, contact DDC-TO.
Research depot transaction/location histories for cause and effect of header record
deletion/owner balance deletion. Process inventory adjustment gain or receipt to
establish an owner balance in accordance with guidelines in DLAI 4140.69.

8. Shelf-Life Changed : DZB will also appear on report R7BN for IDC 3. Shelf-Life
changes may be undergoing mass updates to eliminate blamks in this field. Check detail
record and ask Stock Surveillance to validate date of pack on material in location and
update records as appropriate.
- Depot will process a "find" (F) on R7AB to validate Manager and shelf-life change.
  If there is/are QBL(s), e.g., S/L change from 0 to 6, etc, QBLs must reflect the
  correct expiration date. QBLs with zero filled expiration and pack date will be
  forwarded to COSIS for inspection of materiel.
- If DLIS does not reflect same Manager or Shelf-Life contact DDC.

9. CIIC Code Not Changed / No QBH: DZB only appear on report R7BS for IDC 4.
Depot will inquire QBL detail record. If QBL and quantity exist, establish QBL Header.
DSS sent in transactions that resulted in the DZB. Therefore, if no detail exists, need to
research transaction/location histories for cause of record loss. If no reason can be
established, contact DDC-TO.

10. CIIC Code changed: DZB will also appear on R7BM for IDC 4. CIIC Changes may be undergoing mass updates to eliminate blanks in this field. Depot will process a "find" (F) on R7AB to validate CIIC Code change and Manager. Validate if current storage is in compliance. CIIC Code changes that reflect special security storage, e.g., CIIC Code 7 changed to N, should be moved to applicable security storage facility. Notify warehousing as appropriate.
- If DLIS does not reflect same Manager or CIIC contact DDC.

11. Bad Decimal Location / Bad Multiplication Factor/ Invalid Conversion Record / No Conversion Record Found: DZB will also appear on report R7BR for IDC 5. Depot will process action code F, "FIND", for NSN on R7AB. Recheck validity of change. If DLIS does not reflect change you may use LOG/RUN inquiry is available, inquire NIIN for UI and unit measurement quantity. These can be used to compute decimal locator and conversion factor if they do not already exist on program RJCU (UI conversion table), the conversion factor and decimal locator can be (A) added with RJCP Unit of Issue build. Once decimal locator and multiplication factor are determined, process a unit issue change on R7AB using the compiled or existing decimal location and multiplication factor.
- In all instances the Depot will notify DDC-TO.

12. Rejected – New U/I = QBH U/I: DZB will also appear on report R7BR for IDC 5. Depot will process action code F, "FIND", for NSN on R7AB. Recheck validity of UI change. Data Furnished By Code should revert to "D".
- Under all circumstances contact DDC and advise if DLIS agreed with U/I and NSN and manager submitted DZB for same value. We need to stop transmission of unnecessary records.

13. U/I Updated: DZB will also appear on report R7BP for IDC 5 changed, R7BU for pending and R7BX for future.
Depot will process a "find" (F) on R7AB to validate Manager and DFC = "D". For UI update that contains a more than one for one change, e.g., EA to PG 50 EA, any existing detail record affected by a quantitative change will be frozen. To alert COSIS (action) and other Depot functions (information) of UI change at location, process an ADHOC Discrepancy of UI with PE9T for all locations on record. Note: conversion factor maintenance table must be loaded and maintained during the End-of-Day processing for the time period during which DSS is attempting to re-calculate the balance records. These conversion factors should be standard and should be permanently maintained in this file. As a precaution, Some depots are even requiring bin-face check on old U/I.
- Notify DDC if DLIS does not concur with old to new or Manager.

14. Multiple Changes Updated: DZB appear on report R7BS for IDC 6 and on reject reports as appropriate. Depot will process a "find" (F) on R7AB to validate DFC = "D" which will confirm the validation of all data elements changed.   Process change for individual IDC in accordance to directions provided in this procedure. Remember to check Owner records and make changes as necessary and contact DDC as appropriate.

15. DEMIL Code Not Changed / No QBH: DZB only appear on report R7BS (DC 7).
Depot will inquire QBL detail record. If QBL and quantity exist, establish QBL Header.
DSS sent in transactions that resulted in the DZB. Therefore, if no detail exists, need to
research transaction/location histories for cause of record loss.

- If no reason can be established, contact DDC-TO.

16. DEMIL Code Changed DZB will only appear on report R7BS forIDC 7.
Depot will process a "find" (F) on R7AB to validate DFC = "D" which will confirm the
validation of DEMIL code change and Manager.

- If DLIS does not reflect same Manager or DMIL Code contact DDC.

17. Record Cannot Be Deleted: DZB will also appear on report R7BQ for IDC 8.
A Manager is attempting to delete NSNs while we still have open records. Depot will
process a "find" (F) on R7AB to validate Manager and NSN status "deleted". In this
instance, there will be a QBO and QBL, open MRO record, or PMR (due in receipt).
Research what type record and document number is active in DSS. Depot should verify
owner if other than DLA source.

- Contact DDC-TO with DLIS status and research information.

18. Record Cannot Be Deleted / No QBH: DZB will also appear on report R7BQ for
IDC 8. Depot will inquire QBL detail record. If QBL and quantity exist, establish QBL
Header. DSS sent in transactions that resulted in the DZB. Therefore, if no detail exists,
need to research transaction/location histories for cause of record loss.

- If no reason can be established, contact DDC-TO.

19. NSN Deleted: DZB will appear on report R7BS only for IDC 8.
Inquire DLIS to verify that DLIS data indicates delete status.

- Contact DDC if DLIS does not concur with status.

20. Reinstated NSN: DZB data will also appear on report R7BI for IDC Z.
Depot will process a "find" on R7AB to verify Manager and DFC = "D". Inquire QBH
for reinstated NSN, to confirm Stock Item Code changing from "X" to "A", and point
New NSN being deleted. For new NSNs, confirm item data elements are in place. Check
for detail Owner record. Make any adjustments in accordance with guidelines
established in DLAI 4140.49.

I.   Detail Procedures for Working Other Reports:

1. P7AM – Condition Code is Blank / NSN is Invalid for S9 / Owner RIC is Blank:
   P7AM is both the program that controls the End of Day and QLR process and a report
   of that process. The report is generated by DSS internally without any interface with
   the Manager/Owner systems. It indicates that key elements are missing and that DSS
   records could not be correctly built. Missing data elements may include Owner RIC,
   condition code, and invalid NSN for a DLA S9_ Manager/Owner. Reasons items

appear on this report include such things as RF interface failure. Therefore, it is important to look at this report to verify that DSS is operating smoothly.

- Please note: Some data must be updated by DDC.
- Submit a batch inquiry to DLIS. Watch for update. This will properly build your Header record with the correct item data.
- Visit the bin-face and check the material condition and NSN. Reverse receipts if necessary in accordance with DLAI 4140.69 Causative Research instruction & Procedures as appropriate. Update both Header and Detail records as appropriate.
- If Owner RIC is not valid: Research receipt documentation and determine correct RIC of Owner. Contract DDC for changes to Management & Control Tables if RIC is correct but not a valid entry in DSS.

Failure to work this report will result in errors and rejects from the other DSS processes and the QLR. Please notify DDC if there is any indication that there is a system error.

2. R7BG - DLIS notification that P/N has valid NSN: Will appear on R7BG. This will be the only report that this is visible. Check for detail record. Determine what generated the notice (QLR/DZB, new receipt). Please note that the QLR process may not provide correction because of DSS system error in processing QLR DZG responses. Owner of material may not have correct NSN on file and denials may result.
- Contact DDC to assist in Owner system update to appropriate NSN.

3. R7BF: DLIS responded with negative. Check for QBH; if none there is no further action. If QBH: check Data Furnished by, Stock item Code and make corrections to the header. As a last resort research receipt documentation and/or request inspector to identify material.

4. R7BK: This report indicates that insufficient data is being received or processed in DSS for PMR or a new Header record being built locally.
- If the transaction was generated by receipt of new PMR data contact DDC.
- If transaction was generated by new Header, verify that record gets updated.

5. R7BI: This indicates a NSN has been reinstated. These transactions are not processed in DSS as Stock Number Change therefore there may be a mismatch in DLIS data and the information in this record.
- Watch for unusual data changes over the next three months as we reconcile with the DLA Managers/Owners.
- Check location transaction record for locations where stock may have been re-identified to another number. Notify Stock Surveillance and request they validate material on hand for all data elements. Provide location history.